

17 February 1984

84-0920

MEMORANDUM FOR: Deputy Director for Administration

FROM: James V. Hirsch  
Associate Deputy Director for Science and Technology

SUBJECT: Topics for Discussion at DS&T Senior Management Conference

*Derry*

1. The following list of topics has been suggested for your session in the evening of 29 February. All of these may not arise in the course of the evening, but some mavericks may surface.

a. GSE Pay Scale: Considerable concern has been expressed by a number of our entry level engineers that they were not afforded the 3.5 percent pay raise since they were in a special pay category. This we believe sends the wrong message to a critically skilled group that is difficult to recruit and retain. *PMCD*

b. Flex Time: We understand flex time options are being considered for occupancy of the new building. Can you comment on where this stands? *PMCD*

c. PAR Raters Record: A few years ago it was suggested that a record of PAR raters be maintained to better judge PARs when being evaluated. Is there any consideration to establishing this in the Office of Personnel? Any other ideas on making PARs worth reading? *P+PS*

d. Outbuilding Parking: Can you provide us a current status of the DA taking over outbuilding parking to improve security? *OL*

e. Retirement Changes: What current information do you have related to changes in both civil service and CIA retirement?

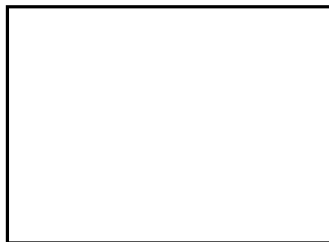
f. Executive Development: Is there any active consideration of developing a truly Agency-wide executive development course that begins with competitive selection of line supervisors and follows through to the SIS level? *OTe*

g. New Building: Can you provide us an overview of the new building status and your perspective of the directorate requirements for budgeting and planning for the ultimate move? In providing the overview, comments on who is going into the new building, how the space will be allocated and its adequateness for future growth would be appreciated. *OL*

g. DA Support Costs: How can the Directorate better support you in providing a more realistic input for routine support costs such as building renovations, ADP and communications terminal costs, overseas security, TEMPEST testing, etc? Annually we have to fund these activities which realistically should be handled by your Directorate. HRPS

i. Space: Can you comment on the probability of establishing a permanent space czar who would report directly to the DDCI and have the final say on assignment of space and the shuffling of people within our existing building? OL

2. Obviously, these are only a few of the topics which may be brought up during your time with us.



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